

**STATE MILITARY DEPARTMENT JOINT FORCE HEADQUARTERS
ALABAMA NATIONAL GUARD
1720 CONGRESSMAN WILLIAM L. DICKINSON DRIVE
P.O. BOX 3711
MONTGOMERY, ALABAMA 36109-0711**

ALJ1-HRO-SEEM

7 January 2009

MEMORANDUM FOR ALL PERSONNEL

SUBJECT: Affirmative Programs of Equal Employment Opportunity (AEP)

1. Title VII of the Civil Rights Act of 1964 (Title VII) and Section 501 of the Rehabilitation Act of 1973 (Rehabilitation Act) mandate that all federal personnel decisions be made free of discrimination on the basis of race, color, religion, sex, national origin, reprisal or disability and also require that agencies establish a program of equal employment opportunity for federal employees and job applicants. The Alabama National Guard is committed to being legally compliant with Title VII and Rehabilitation Act programs, as applicable.

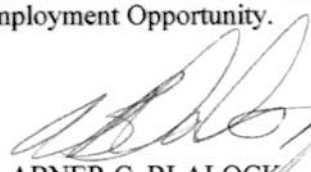
2. It is the Alabama National Guard's policy to implement the essential elements of a model agency Title VII and Rehabilitation Act Programs as described in the Equal Employment Opportunity Commission (EEOC) Management Directive 715, as applicable. The essential elements include – demonstrated commitment from leadership; integration of EEO into our strategic mission; management and program accountability; proactive prevention of unlawful discrimination; efficiency; and responsiveness and legal compliance. Managers, supervisors, EEO officials and personnel officers will be familiar with the requirements of EEOC Management Directive 715 and the standards by which EEOC will review the sufficiency of our Title VII and Rehabilitation Act programs. EEOC MD 715 website is <http://www.eeoc.gov/>.

3. In order to demonstrate my personal commitment to equal employment opportunity, I have included equal employment opportunity as a major performance element in managerial and supervisory performance appraisals. This policy will enable managers and supervisors to be accountable for the effective implementation and management of our Affirmative Employment Program (AEP).

4. Our Special Emphasis Program Committee will assist managers, supervisors, EEO officials and personnel officers with policy reviews and evaluations of our AEP. Whenever it is discovered there is no progression in this program, appropriate actions must be taken.

5. Points of contact for questions or assistance are Lt Col Barbara Harris, State Equal Employment Manager (SEEM), at (334) 271-7215 or DSN 363-7215, and Ms. Lynda Sims at (334) 271-7217 or DSN 363-7217.

6. I give my personal commitment to the Alabama National Guard's AEP and encourage you to be proactive in meeting our AEP's objectives. This memorandum supersedes JFHQ-AL-TAG, dated 2 Jan 08, Subject: Affirmative Programs of Equal Employment Opportunity.



ABNER C. BLALOCK
Major General, ALARNG
The Adjutant General